

I363.33

ILLI

c.3

BOMB THREATS

RECOMMENDED PROCEDURES FOR:

- Security
- Handling The Threat
- Evacuation
- The Search

ILLINOIS DOCUMENTS

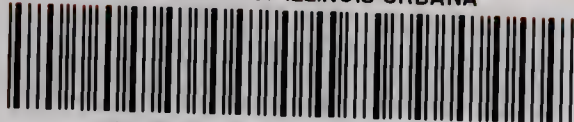
AUG 13 1996

ILLINOIS STATE LIBRARY



35571853

UNIVERSITY OF ILLINOIS-URBANA



3 0112 122587261

The Facts

Bomb threats and bombings are increasing in the United States.

*Between 1989-93 there were nearly 10,000 explosive and incendiary bombings

nationwide. These incidents accounted for 258 deaths, 3,419 injuries and property damage totaling over 641 million dollars. During this same period there were 2,262 explosive and incendiary bombing attempts. *(Dept. of the Treasury, Bureau of Alcohol, Tobacco and Firearms.)

Security Measures

- Setup a central registration area for visitor access.
- Be alert for suspicious persons, objects, and packages.
- Ensure all doors and/or access ways to boiler rooms, mail rooms, supply rooms, or any other areas which are frequently unoccupied for long periods of time, are locked when not in use.
- Inspect the premises periodically.
- Establish procedures for handling a suspected bombing device. It should **never** be removed or destroyed by persons other than members of explosive ordinance teams requested by law enforcement.

The Threat

The greatest majority of bomb threats are received by phone. Personnel who are likely to receive such calls should be instructed to:

- Remain calm.
- Try to keep caller talking, obtaining as much information as possible.
- Attempt to get answers to as many of the questions (listed on the back) as possible.
- Listen for voice characteristics, speech patterns, accent, background noises, etc.

- Possibly pretend to have a bad connection, so the caller repeats sentences.
- Leave the phone line open, even after the caller hangs up.
- Use a different phone or notify the supervisor in person immediately.
- **Record bomb threat information** on back side of this pamphlet.
- Contact law enforcement immediately to report the threat.

Evacuation

Although statistics reveal that only a small percentage of all threats result in actual or attempted bombings, planned and orderly evacuation is usually the safest precautionary measure to take. Developing a special evacuation plan to cope with bomb threat situations is recommended.

In the absence of a bomb threat evacuation plan, established fire drill procedures may be used, but doors and windows should be left open, lights should be on, electrical appliances and machines should be unplugged, and police lines should be established a minimum of 300 feet from the threatened structure to ensure the protection of evacuees if a blast should occur.

Coordination of activities with other agencies on the scene is essential.

Contact local law enforcement and do the following if suspicious objects are discovered:

Handling Suspicious Objects

- Evacuate the building immediately by avoiding the area where the object is located.
- Keep portable radios at least 300 feet, and all other radios at least 500 feet, from a bomb or suspected device.
- Objects may be barricaded with sandbags, mattresses or similar materials to absorb and direct the possible blast. Because movement may set off an explosive

device, barricading should only be attempted by trained law enforcement or when absolutely necessary to protect lives in **immediate danger**.

- **Never touch, move, or attempt to diffuse the object.**
- The building should remain vacated until suspicious objects are removed, destroyed or declared safe by law enforcement.

Search Procedures

Search procedures will be established by law enforcement.

- The building may be divided into wards, wings or floors. Search teams, with appointed team leaders will be established and assigned specific areas to search, concentrating on locating strange or foreign objects. A minimum number of searchers should be utilized.
- Janitorial and maintenance personnel most familiar with objects or items common to particular areas may be asked to assist with the search.
- Hallways, crawl spaces, heat ducts, ceiling storage areas, basements and outside areas adjacent to the threatened building should not be overlooked. A master key to all lockers, closets, etc. should be made available to law enforcement to conduct the search.
- Searchers must cease their activities and completely evacuate the building at a minimum of 30 minutes prior to preannounced blast time and remain at a safe distance until a minimum of 30 minutes past the announced blast time has lapsed.
- The Illinois State Police will assist in a search and evacuation, and will coordinate with explosive specialists to remove or destroy suspected devices. Through advanced planning and ensuring personnel follow established procedures, the outcome of a bomb threat may be minimized.



Date & Time of Call _____

Exact Words of the Caller _____

Person Receiving Call _____

Number Call Was Received On _____

Questions To Ask

- ◆ When is the bomb going to explode? _____
- ◆ Where is the bomb right now (what floor)? _____
- ◆ What kind of bomb is it? _____
- ◆ What will cause it to explode? _____
- ◆ What does it look like? _____
- ◆ Did you place the bomb? _____
- ◆ Why? _____

- ◆ Where are you calling from? _____
- ◆ What is your name? _____
- ◆ What is your address? _____
- ◆ Are you a member of a group responsible for the bomb? _____
- ◆ What is the group's name? _____
- ◆ Where is the group located? _____

Caller's Voice

- | | |
|-----------------------------------|------------------------------------|
| <input type="checkbox"/> Calm | <input type="checkbox"/> Rapid |
| <input type="checkbox"/> Stutter | <input type="checkbox"/> Disguised |
| <input type="checkbox"/> Giggling | <input type="checkbox"/> Deep |
| <input type="checkbox"/> Stressed | <input type="checkbox"/> Angry |
| <input type="checkbox"/> Nasal | <input type="checkbox"/> Squeaky |
| <input type="checkbox"/> Sincere | <input type="checkbox"/> Slurred |
| <input type="checkbox"/> Crying | <input type="checkbox"/> Normal |
| <input type="checkbox"/> Loud | |

Language/Manner

- Accent _____
- | | |
|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Obscene | <input type="checkbox"/> Deliberate |
| <input type="checkbox"/> Irrational | <input type="checkbox"/> Emotional |
| <input type="checkbox"/> Calm | <input type="checkbox"/> Coherent |
| <input type="checkbox"/> Angry | <input type="checkbox"/> Incoherent |
| <input type="checkbox"/> Lisp | |
| <input type="checkbox"/> Other _____ | |

Caller's Identity

- Male Female
 Adult Juvenile Approximate Age _____

If voice is familiar, whom did it sound like?

Were there any background noises? _____

Report call immediately to: _____

To schedule a program for your school or group please contact the Safety Education Unit office at (217) 524-2525 or contact your Illinois State Police District Headquarters.

